

Contract User Guide for ITT50

ITT50: How to Use the Statewide Contract for Converged Voice and Data Communications Systems, Services and Equipment

UPDATED: 06/29/2018

| | |
|--------------------------------|----------------------------------------------------------------------------------------------------|
| Contract #: | ITT50 |
| MMARS MA #: | ITT50* |
| Initial Contract Term: | 08/16/2013 to 08/31/2018 |
| Maximum End Date: | Two annual, extensions to 2020 |
| Current Contract Term: | 08/16/2013 – 08/31/2018 |
| Contract Manager: | Ashish Patel, (617) 720-3190, ashish.s.patel@mass.gov |
| This Contract Contains: | Prompt Payment Discounts (PPD) |
| UNSPSC Codes: | See Appendix A |

Notes:

*The asterisk is required when referencing the contract in the Massachusetts Management Accounting Reporting System (MMARS).

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Contract Summary

This is a Statewide Contract for How to Use the Statewide Contract for Converged Voice and Data Communications Systems, Services and Equipment. This statewide contract is for the acquisition of enterprise communication (telephony and data, including VoIP) systems, services, equipment, associated peripherals and accessories. Services include network assessment, design, engineering, integration, management, maintenance and consulting for telephony systems and their associated data networks. Buyers whose projects do not involve voice traffic should consider utilizing the Statewide Contract for Information Technology Hardware, Project Management, Integration, and Maintenance – ITC47.

Hosted network services available from this statewide contract must be hosted on the premises of the Buyer. Buyers seeking network services hosted from the vendor's network should utilize the statewide contract for Network Services, ITT46.

This statewide contract supports the consolidation of the Commonwealth's telecommunications networks and infrastructure into MassVoice, the enhancement of the Network Services model of the Commonwealth as directed by Executive Order 549 and as expressed in the Strategic Plan of the MassIT – Massachusetts Office of Information Technology. Details of the MassVoice offering can be found in the [UC MassVoice Product Definition](#). For more information on the MassVoice offering, or to schedule a meeting on how to move forward with the MassVoice offering, contact your SAM (Service Account Manager) or email to ITD-DL-SAM@MassMail.State.MA.US.

Contractors are prohibited from selling Converged Voice and Data Communication Systems, Services, and Equipment to agencies and departments of the Executive branch without the prior written approval of the Commonwealth CIO or designee.

Executive branch agencies and departments must obtain the prior written approval of the Commonwealth CIO or designee before procuring Converged Voice and Data Communication Systems and Services that may be available via the MassVoice infrastructure.

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Note relative to E-rate

The Commonwealth has filed FCC Form 470 #949890001132736 on behalf of schools and public libraries of the Commonwealth that intend to seek E-Rate reimbursements for eligible goods and services purchased under this statewide contract. The Funding Year for this Form 470 is 2013 (07/01/2013 – 06/30/2014), however the Form 470 remains valid for the term of the ITT50 statewide contract. Please see the document “Erate Form 470 and SPIN numbers” for a copy of the Form 470 and a list of ITT50 vendors that have SPIN numbers.

Contract Categories

N/A

Benefits and Cost Savings

Statewide contracts are an easy way to obtain benefits for your organization by leveraging the Commonwealth’s buying power, solicitation process, contracting expertise, vendor management and oversight, and the availability of environmentally preferable products.

- 35 vendors representing 16 leading manufacturer brands
- Volume discounts
- Contract flexibility to add new products and services as technology changes

Find Bid/Contract Documents

- To find all contract-specific documents, including the Contract User Guide, RFR, specifications, price sheets and other attachments, visit COMMBUYS.com and search for ITT50 to find related Master Blanket Purchase Order (MBPO) information.
- To link directly to the MBPO for ITT50 visit PO-14-1080-OSD01-OSD10-00000001413
- To find all contract-specific documents, including the Contract User Guide, RFR, specifications, and other attachments, visit COMMBUYS.com and search for ITT50 to find related Master Blanket Purchase Order (MBPO’s) information. All common contract documents are located in the “Conversion Vendor” Master Blanket Purchase Order (MBPO) for ITT50 and can be accessed directly by visiting PO-14-1080-OSD01-OSD10-00000001413.
- To find vendor-specific documents, including price sheets, see links to individual vendor MBPOs on the [Vendor Information](#) page.

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Who Can Use This Contract

Applicable Procurement Law

Executive Branch Goods and Services: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00;

Eligible Entities

Please see the standard list of Eligible Entities on our [Who Can Use Statewide Contracts](#) webpage.

Subcontractors

The awarded vendor's use of subcontractors is subject to the provisions of the Commonwealth's Terms and Conditions and Standard Contract Form, as well as other applicable terms of this Statewide Contract.

Construction Requirements

Purchasers must ensure that **any** services involving construction are limited to \$50,000 or less.

Purchasing entities are responsible for compliance with applicable construction law requirements. Information concerning specific M.G.L. c. 149 and c. 30 construction requirements may be found in the Office of the Inspector General's Public Procurement Charts at:

www.mass.gov/ig/publications/guides-advisories-other-publications/procurement-charts-november-7-2016.pdf. It is the responsibility of the Eligible Entity to determine whether installation work includes construction as defined by M.G.L. c.149 or M.G.L. c.30, §39M. Chapter 30B Procurement Assistance from the Office of the Inspector General is available at mass.gov/ig/procurement-assistance. Access the 30B Hotline at 617-722-8838 or email them at: 30BHotline@massmail.state.ma.us.

See [Quotes Including Construction Services Requirements](#) below for information on quoting these types of projects.

Pricing, Quote and Purchase Options

Purchase Options

The purchase options identified below are the only acceptable options that may be used on this contract:

It is recommended that buyers solicit multiple quotes for purchases under this statewide contract. The Authorizations tab of the Vendor Summaries document lists the Primary OEM Brands for which the vendor has documented manufacturer authorization(s). Buyers are encouraged to solicit quotes

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from all vendors possessing the authorization of the Primary OEM Brand being sought. The Primary OEM Brands represent those brands identified by independent industry analysts as being the most significant technology providers in the technology areas relevant to converged voice and data communications systems.

The Statement of Work (SOW) template is provided to assist buyers in documenting project requirements and performance milestones for a Request for Quotes (RFQ). The result should be more thorough and less ambiguous vendor responses.

Orders placed under this contract should include the following statement: “This order is placed under Statewide Contract ITT50.” In addition it is recommended that the following language be included: “All of the terms and conditions of the Statewide Contract ITT50 are incorporated herein and made a part hereof. Conflicting or additional terms, conditions or agreements included in or attached to this form shall be considered to be superseded and void.”

Pricing Options

- Most purchases made through this contract will be outright purchases. Services may be hourly rate or fixed price (such as an annual maintenance contract).

Product/Service Pricing and Finding Vendor Price Files

Product pricing may be found by the [vendor information](#) page, where links to all the vendors MBPO’s should be provided.

Setting Up a COMMBUYS Account

COMMBUYS is the Commonwealth’s electronic Market Center supporting online commerce between government purchasers and businesses. If you do not have one already, contact the COMMBUYS Help Desk to set up a COMMBUYS buyer account for your organization: (888)-627-8283 or COMMBUYS@state.ma.us. When contacting a vendor on statewide contract, always reference ITT50 to receive contract pricing.

Quick Search in COMMBUYS

Log into COMMBUYS, and use the Search box on the COMMBUYS header bar to locate items described on the MBPO or within the vendor catalog line items. Select Contract/Blanket or Catalog from the drop-down menu.

How To Purchase From The Contract

- **Directly purchase fixed price items through COMMBUYS**

This contract allows buyers to find and quickly purchase specific products/services with pricing within COMMBUYS. In other words, it allows you to create a Release Requisition in COMMBUYS,

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submit the requisition for approval, and send the vendor a Release Purchase Order.

For a description of how to complete this purchase in COMMBUYS, visit the [Job Aids for Buyers](#) webpage and select:

- The *COMMBUYS Requisitions* section, and choose the *How to Create a Release Requisition and Purchase Order (Contract Purchase)* job aid.

Where to Find Contract Information on COMMBUYS

Each of the 35 vendors on this contract has been assigned a unique Master Blanket Purchase Order (MBPO) number. Vendor pricing is located in the line item catalog and in the cost table spreadsheet documents located in the attachments tab on the MBPO for each vendor.

To access vendor contracts, the Request for Response (RFR), related documents and form, please go to the [COMMBUYS](#) (www.commbuys.com) website. Click on “Contract & Bid Search” then, select the “Contracts/Blankets” radio button.

- Enter “ITT50” in the Contract/Blanket Description field
- Select “Statewide Contract” from the Type Code pull-down menu
- Click “Find It

How to place an order

P.O. FOR ONE-TIME SERVICES

Once a service and price is determined, the ordering process is as follows:

- Initiate a new requisition
- Search for an item (Use ITT50) in the description
- Select the vendor you will be placing an order with
- Select the appropriate catalog line
- Enter “1” in the Quantity field and the total price in the Unit Cost field
- Attach the vendor quote and/or a detailed order summary
- Submit for approval

P.O. FOR ONGOING SERVICES

If the price is estimated for ongoing services, then you may enter a PO for the full amount of the estimate, as per the instructions above, and place partial receipts as you receive billing from the vendor. In such purchase orders insert the following language in the special instructions box of the PO: “This Purchase Order represents the total estimated expenditure for this engagement (*insert brief*

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description), against which (*identify department*) will execute partial receipts in COMMBUYS upon receipt and approval of invoices, in order to record the work accomplished according to the agreed upon engagement terms. All estimated expenditures are subject to reconciliation based on invoices rendered for agreed-upon delivery of goods and/or services.”

Further direction is available in the [“How to Complete a Partial Receipt in COMMBUYS” Job Aid](#).
Additional Information

The Summary tab of the Vendor Summaries document provides a side-by-side comparison of vendor responses to items of particular interest to the ITT50 Strategic Sourcing Team, such as the availability of technical response times shorter than those required in the RFR, support for multi-tenant managed services, and the availability of extended warranties.

Obtaining Quotes

Contract users should always reference ITT50 when contacting vendors to ensure they are receiving contract pricing. Quotes, not including construction services, should be awarded based on best value.

For a full description of how to complete a quote in COMMBUYS visit the [Job Aids for Buyers](#) webpage, and select:

- The *COMMBUYS Purchase Orders* section, and choose the *How to Create a Solicitation Enabled Bid Using a Release Requisition* job aid.

Quotes Including Construction Services

Please note specific requirements that apply for quoting construction services, depending upon the scope of your bid:

- Where the construction services are less than \$10,000: Select a vendor based on sound business practices, consistent with your entity’s procurement policies and procedures.
- For construction services valued from \$10,000-\$50,000: Must solicit a minimum of three quotes and receive two written responses; award to lowest responsible bidder.

Quotes not including construction services:

Award based on best value

Prevailing Wage Requirements

The buyer has a legal obligation to request a prevailing wage schedule from the Department of Labor Standards (DLS) at www.mass.gov/dols. Questions regarding the Prevailing Wage Law may be

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answered by accessing the DLS website or by calling the DLS Prevailing Wage Program at (617) 626-6953.

If prevailing wage is required, make sure to include this information in your quotes or bids so vendors know to include prevailing wage.

Instructions for MMARS Users

MMARS users must reference the MA number in the proper field in MMARS when placing orders with any contractor.

Contract Exclusions and Related Statewide Contracts

Leasing is not available from the vendors on this contract, but the statewide contract for IT Asset Lease Services, ITC49, may be used for operational term leasing purposes (i.e. title remains with the ITC49 vendor and the equipment is returned to the vendor at lease end), or the statewide contract for Tax Exempt Lease Purchases (T.E.L.P.), PRF54 or their successors.

Travel expenses and all other expenses

Commuting expenses will not be reimbursed.

Emergency Services

Many statewide contracts are required to provide products or services in cases of statewide emergencies. [ML - 801 CMR 21](#) defines emergency for procurement purposes. Visit the [Emergency Contact Information for Statewide Contracts](#) list for emergency services related to this contract.

Shipping/Delivery/Returns

Shipping shall be FOB Destination Freight Prepaid, unless otherwise agreed in writing by the contracting Eligible Entity. Freight charges, if any, must be identified in the quote. Freight charges, or any other charges not included in the quote accepted by the Eligible Entity, will not be paid. Freight charges must be no more than the actual freight charges paid by the Contractor

Geographical Service Area

https://www.sec.state.ma.us/cis/cispdf/County_Map.pdf

Warranties

All equipment includes a one year warranty, unless otherwise requested by the Buyer for an additional price discount.

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Other Discounts

- **Prompt Pay Discounts:** A discount given to the buyer if paid within a certain time period. All discounts offered will be taken in cases where the payment issue date is within the specified number of days listed by vendor and in accordance with the Commonwealth's Bill Paying Policy. Payment days will be measured from the date goods are received and accepted / performance was completed OR the date an invoice is received by the Commonwealth, whichever is later to the date the payment is issued as an EFT (preferred method) or mailed by the State Treasurer. The date of payment "issue" is the date a payment is considered "paid" not the date a payment is "received" by a Contractor.
- **Volume Discounts:** discount is provided to buyer if a certain volume of product or service is purchased.

If the Needed Product Can Not be Found

If a system or service cannot be found in the vendor's catalog, it is recommended to contact the vendor directly to inquire if it is available for purchase on this contract. If the system or service meets the scope of the product category, the vendor may be able to add it to their product offerings.

If the product is not listed in the scope of the product category, a buyer may contact the Strategic Sourcing Lead to inquire whether the product may be purchased.

Performance and Payment Time Frames Which Exceed Contract Duration

All term leases, rentals, maintenance or other agreements for services entered into during the duration of this Contract and whose performance and payment time frames extend beyond the duration of this Contract shall remain in effect for performance and payment purposes (limited to the time frame and services established per each written agreement). No written agreement shall extend more than 3 years beyond the current contract term of this Statewide Contract as stated on the [first page](#) of this contract user guide. No new leases, rentals, maintenance or other agreements for services may be executed after the Contract has expired.

Memorandum of Understanding/Statement of Work

In addition, make sure to include language instructing buyers to make clear that all associated documents reference the statewide contract by its number.

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Check Vendor Status

Prior to requesting quotes or issuing orders, contract users should check COMMBUYS to see whether the vendor is currently in “Active” status. Vendors may be suspended for several reasons, including failure to comply with their contract obligations. New orders may not be issued to vendors whose status is “Inactive”, who have been suspended from new business or dropped from the contract. In addition, contract users should review the attachment, “Vendors in Jeopardy of Suspension”, if such an attachment is posted. Vendors appearing on that list have failed to comply with one or more contract requirements, and unless they remedy the issue, they are liable to be suspended in the near future. The “Vendors in Jeopardy of Suspension” attachment will identify the specific issue. Contract users who would like to continue to be able to issue new orders to any vendor appearing on that list may wish to contact the vendor and urge that they remedy the problem.

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Strategic Sourcing Team Members

- Alison Cahill, Dept. of Workforce Development
- Ray Fortier, Information Technology Division
- Brian Helman, Salem State University
- Steven Jussaume, Dept. of Workforce Development
- Matt Killen, Town of North Andover
- John Megnia, Massachusetts Convention Center Authority
- Chantal Mont-Louis, Executive Office of Public Safety
- Norma Shoukry, MA State Police
- Brad Steele, Information Technology Division
- Melanie Stevens, Executive Office of Education
- Tim Kennedy, Operational Services Division

Vendor List and Information*

Vendor List and ITT50 Common Documents

An additional MBPO resulting from the above search includes “ITT50 Statewide Contract Documents and User Guide” in the Description field. This MBPO contains a list of all ITT50 vendors located in the Distributors list on the Vendor tab. Documents common to all ITT50 vendors, including the Contract User Guide, the Request for Response (RFR ITT50) and its amendments, a Statement of Work Template, a Vendor Summaries document, the Form 470 for E-rate users, and the Vendor Quarterly Engagement Report template are located on the Attachments tab.

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| Vendor | Master Blanket Purchase Order # | MMARS Vendor Code and Vendor Line | Contact Person | Phone # | Email | Categories | Counties | MBE MWBE WBE Veteran | Minimum Order | List any other important items |
|-------------------------------------|----------------------------------------------------|-----------------------------------|-------------------|----------------|----------------------------------------|------------|----------|----------------------|---------------|--------------------------------|
| Advizex Technologies | PO-14-1080-OSD01-OSD10-00000000051 | VC0000196014,32 | Charlie Palmer | (508)533-8470 | Mcovell@advizex.com | N/A | N/A | yes | N/A | |
| Akuity Technologies- | PO-14-1080-OSD01-OSD10-00000001310 | VC0000772738, 20 | Steven L Cariglio | (508)756-9300 | steven.cariglio@akuity.com | N/A | N/A | yes | N/A | |
| AT&T Corp | PO-14-1080-OSD01-OSD10-00000000053 | VC6000216033, 34 | Frank Zappulla | 617-953-6199 | fz1795@att.com | N/A | N/A | yes | N/A | |
| Altura Communication Solutions | PO-14-1080-OSD01-OSD10-00000001867 | VC6000237186, 37 | Beth Massaro | (508)458-4644 | bmassaro@alturacs.com | N/A | N/A | yes | N/A | |
| Ayacht Technology Solutions, LLC | PO-14-1080-OSD01-OSD10-00000000058 | VC0000338338, 4 | Mark B Ayotte | (978)779-7970 | sales.commpass@ayacht.com | N/A | N/A | yes | N/A | |
| BOSTON ELECTRIC AND TELEPHONE CORP. | PO-14-1080-OSD01-OSD10-00000000061 | VC6000173494, 21 | MARIA PICANZI | (617)288-0700 | mpicanzi@betcorp.com | N/A | N/A | yes | N/A | |
| Carousel Industries | PO-14-1080-OSD01-OSD10-00000000062 | VC6000201093, 19 | David Colangelo | (401)583-4370 | statecontracts@carouselin dustries.com | N/A | N/A | yes | N/A | |
| CDW Government LLC | PO-14-1080-OSD01-OSD10-00000000063 | VC6000240027, 26 | John Wright | (312) 547-4827 | MAGOV@cdwg.com | N/A | N/A | yes | N/A | |
| Custom Computer Specialists, Inc | PO-14-1080-OSD01-OSD10-00000000064 | VC6000210678,14 | Catherine Burton | (401)775-1247 | cburton@customonline.com | N/A | N/A | | N/A | |
| D&S Communications | PO-14-1080-OSD01-OSD10-00000000065 | VC0000350924, 6 | Manuel Taveira | (847)628-4173 | manueltaveira@dscomm.com | N/A | N/A | yes | N/A | |

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| Vendor | Master Blanket Purchase Order # | MMARS Vendor Code and Vendor Line | Contact Person | Phone # | Email | Categories | Counties | MBE MWBE WBE Veteran | Minimum Order | List any other important items |
|--------------------------------------------------|----------------------------------------------------|-----------------------------------|-----------------|---------------|---------------------------------|------------|----------|----------------------|---------------|--------------------------------|
| ePlus Technology | PO-14-1080-OSD01-OSD10-0000000066 | VC6000251528, 27 | Steve Low | (781)615-1314 | slow@eplus.com | N/A | N/A | yes | N/A | |
| FTG Technologies Group, LLC dba FTG Technologies | PO-14-1080-OSD01-OSD10-0000000067 | VC0000286170, 1 | Sean M. Doherty | (617)367-7474 | comm.mass@FtgTechnologies.com | N/A | N/A | yes | N/A | |
| Guardian Information Technologies, Inc | PO-14-1080-OSD01-OSD10-0000000069 | VC6000182980, 9 | Katie Collette | (978)840-1212 | Solicitations@guardianinfo.com | N/A | N/A | yes | N/A | |
| Harbor Networks | PO-14-1080-OSD01-OSD10-0000000070 | VC0000385895, 17 | Chris Gioffre | 508.652.3040 | chriscg@harbornetworks.com | N/A | N/A | yes | N/A | |
| HUB Technical Services | PO-14-1080-OSD01-OSD10-0000000071 | VC6000182947, 7 | Renee Nihill | (508)238-9887 | jlovetere@hubtechnical.com | N/A | N/A | yes | N/A | |
| Integration Partners Corporation | PO-14-1080-OSD01-OSD10-0000000074 | VC0000135129, 12 | Bart Graf | (781)357-8100 | compass@integrationpartners.com | N/A | N/A | yes | N/A | |
| LCN-Division of E.G. Sawyer Co, Inc. | PO-14-1080-OSD01-OSD10-0000000075 | VC6000156277, 22 | Michael D Lieb | (781)340-1400 | mlieb@lcnnetworks.com | N/A | N/A | yes | N/A | |
| LightSpeed Technologies, Inc | PO-14-1080-OSD01-OSD10-00000001178 | VC0000716968, 35 | Tomas Rugel | (732)938-5100 | trugel@lightspeedt.com | N/A | N/A | yes | N/A | |
| M.D. Communications, Inc. | PO-14-1080-OSD01-OSD10-0000000077 | VC0000353599, 18 | John Faria | (508)821-1800 | customerservice@md-com.com | N/A | N/A | yes | N/A | |

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|----------------------------------------------------------------|----------------------------------------------------|-----------------------------------|----------------------|-------------------------|---------------------------------|------------|----------|----------------------|---------------|--------------------------------|
| Metropolitan Telephone Co., Inc | PO-14-1080-OSD01-OSD10-00000000078 | VC6000164826, 2 | Tony Barossi | (508)668-3200 | Sales@Mettel.com | N/A | N/A | yes | N/A | |
| NEC Corporation of America | PO-14-1080-OSD01-OSD10-00000000079 | VC6000307219, 25 | Sylvia Duran-Ramirez | (916)463-7000 | sylvia.duran-ramirez@necam.com | N/A | N/A | yes | N/A | |
| Net Tel One Communications Inc | PO-15-1080-OSD03-SRC01-00000002532 | VC0000692864, 33 | Christopher ONeill | (781)843-3733 | coneill@nettelone.com | N/A | N/A | yes | N/A | |
| Norstan Communications , Inc. d/b/a Black Box Network Services | PO-14-1080-OSD01-OSD10-00000000081 | VC6000243162, 13 | Karen Kearns | 5084402210 | peter.morin@blackbox.com | N/A | N/A | yes | N/A | |
| Nu-Vision Technologies LLC | PO-14-1080-OSD01-OSD10-00000000083 | VC0000689364, 31 | Peter Morin | (603)413-6988 Ext. 6988 | peter.morin@blackbox.com | N/A | N/A | yes | N/A | |
| NWN Corporation | PO-14-1080-OSD01-OSD10-00000000056 | VC0000414845, 23 | Terri Smith | (856)914-5624 | tsmith@nwnit.com | N/A | N/A | yes | N/A | |
| Partners Technology | PO-14-1080-OSD01-OSD10-00000000084 | VC6000066294, 28 | Jim Rabbitt | (781)930-5000 | jrabbitt@partnerstechnology.com | N/A | N/A | yes | N/A | |
| Presidio Networked Solutions, Inc. | PO-14-1080-1080C-1080L-00000000089 | VC0000350925, 24 | David McBride | (781)638-2200 | pmelvin@presidio.com | N/A | N/A | yes | N/A | |

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|------------------------------------------------|----------------------------------------------------|-----------------------------------|-------------------|-------------------------|--------------------------------|------------|----------|----------------------|---------------|--------------------------------|
| Ronco Communications and Electronics, Inc. | PO-14-1080-OSD01-OSD10-00000000099 | VC6000221252, 29 | Eugene Driscoll | (781)359-2830 | edriscoll@ronco.net | N/A | N/A | yes | N/A | |
| SIGNET Electronic Systems, Inc. | PO-14-1080-OSD01-OSD10-00000000106 | VC6000163065, 3 | Lindalee Anderson | (781)871-5888 | linda.anderson@signetgroup.net | N/A | N/A | yes | N/A | |
| Sullivan and McLaughlin | PO-14-1080-OSD01-OSD10-00000000107 | VC6000160868, 15 | John Reed | (617)474-0500 Ext. 275 | jreed@sullymac.com | N/A | N/A | yes | | |
| Total Communications, Inc. | PO-14-1080-OSD01-OSD10-00000000113 | VC6000200317, 5 | Patrick Bagshaw | (860)622-4073 | PatrickBagshaw@totalcomm.com | N/A | N/A | yes | N/A | |
| Unify Inc. | PO-14-1080-OSD01-OSD10-00000000103 | VC0000513260, 30 | Vernon Wilkerson | (703)262-8370 | vernon.wilkerson@unify.com | N/A | N/A | yes | N/A | |
| Valley Communications Systems, Inc. | PO-14-1080-OSD01-OSD10-00000000116 | VC6000157698, 10 | Mike Tremble | (413)592-4136 | miket@valleycommunications.com | N/A | N/A | yes | N/A | |
| FULTON COMMUNICATIONS OF MASS LLC dba Vertical | PO-15-1080-OSD03-SRC01-00000004436 | VC0000772738, 1 | Vertical | (781)232-6521 Ext. 6521 | smedeiros@vertical.com | N/A | N/A | yes | N/A | |
| Whalley Computer Associates, Inc. | PO-14-1080-OSD01-OSD10-00000000122 | VC6000171271, 16 | Steve Cross | (413)569-4200 | wcabizma@wca.com | N/A | N/A | yes | N/A | |

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OPERATIONAL SERVICES DIVISION

| Vendor | Master Blanket Purchase Order # | MMARS Vendor Code and Vendor Line | Contact Person | Phone # | Email | Categories | Counties | MBE MWBE WBE Veteran | Minimum Order | List any other important items |
|-------------------------------|----------------------------------------------------|-----------------------------------|----------------|---------------|-----------------------------|------------|----------|----------------------|---------------|--------------------------------|
| Windstream Communications Inc | PO-14-1080-OSD01-OSD10-00000001425 | VC0000453534, 36 | Joshua White | (617)512-7481 | joshua.white@windstream.com | N/A | N/A | yes | N/A | |
| World Wide Technology, Inc. | PO-14-1080-OSD01-OSD10-00000000127 | VC0000636825, 8 | Carol Harting | (314)995-6103 | scott.wilson@wwt.com | N/A | N/A | yes | | |

* Note that COMMBUYS is the official system of record for vendor contact information.

** [PO-14-1080-OSD01-OSD10-00000001413](#) is The Master MBPO] is the central repository for all common contract files. Price files may be found in the individual vendor's MBPO.

NOTE: Contract User Guides are updated regularly. Print copies should be compared against the current version posted on mass.gov/osd.

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Contract User Guide for ITT50

Appendix A:

United Nations Standard Uniform Product and Services Codes used in ITT50

For more information on the UNSPSC Codes please see www.unspsc.org

| | |
|------------------|------------------------------------------------------------------------------------|
| 26-12-16-09-0000 | Network cable: Electrical wire, cable, fiber, and harnesses; and cable accessories |
| 43-19-15-00-0000 | Personal communication devices |
| 43-19-16-00-0000 | Personal communication device accessories or parts |
| 43-22-00-00-0000 | Data Voice or Multimedia Network Equipment or Platforms and Accessories |
| 43-22-15-00-0000 | Call management systems or accessories |
| 43-22-25-00-0000 | Firewall or VPN network security equipment |
| 43-22-26-00-0000 | Network service equipment |
| 43-23-29-00-0000 | Networking software |
| 72-10-33-02-0000 | MassVoice |
| 72-15-16-05-0000 | Voice and data and video wiring service: Cable installation. |
| 80-10-16-04-0000 | Project Management: Project administration or planning. |
| 81-11-17-02-0000 | Local area network communications design |
| 81-11-18-03-0000 | Local area network LAN maintenance or support |
| 81-11-22-00-0000 | Software maintenance and support: Software maintenance or support fees. |
| 86-10-18-00-0000 | In service training and manpower development |

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